



MINOR U.S. PASSPORT APPLICATION / DOCUMENT CHECKLIST

Print this form and check the boxes as you follow the online instructions for gathering your documents. Bring the Checklist with you to the interview; **we cannot process your application without this form.**

When you apply for a **U.S. passport for a minor** (whether renewing or for the first time) you must bring:

- ☐ **Both parents** must be present (if one or both cannot be present, read bottom half of this page)
 - ☐ **Government-Issued ID** for Both Parents
 - ☐ Child's **Previous Passport** (only if renewing a previous passport)
 - ☐ Child's **Original Birth Certificate** or **Consular Report of Birth Abroad** (proof of citizenship)
 - ☐ **Growth Progression** Photos (photos of child at various ages, or other forms of identification)
 - ☐ **2" x 2"** Color Photograph (on white background)
 - ☐ Child's **Social Security Number**
 - ☐ Passport Application Fee (**\$105**)
 - ☐ Completed **DS-11 Passport Application** (**do not sign** before your interview)
 - ☐ Completed **DS-64 Statement** (only if replacing a **lost or stolen** passport)
 - ☐ **Statement explaining damage** to passport (only if replacing **damaged/mutilated** passport)
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***U.S. LAW REQUIRES BOTH PARENTS BE PRESENT AND SIGN A MINOR'S PASSPORT APPLICATION AT THE INTERVIEW.**

If one or both parents cannot be present, please carefully read our online instructions for the Parental Authorization of Minors applying for passports. The parent (or other adult) applying for the minor's passport **must be bringing at least one of the following (check one)**:

If Only One Parent is Coming to the Interview

- ☐ **DS-3053**: Completed, signed, and notarized; copy of the absent parent's government-issued ID
- ☐ **DS-5525**: Completed and signed; be sure to **fill out section 10**
- ☐ Court/government appointed **Sole Custody Document** for the parent applying with child
- ☐ **Official document** explaining other parent's absence (i.e. death certificate, order of incarceration, medical documentation, etc.)

If Neither Parent is Coming to the Interview

- ☐ **Authorization to a Third Party from Both Parents** allowing a third party to apply for the minor's passport: Signed and notarized, along with a copy of both parent's government-issued ID
- ☐ **Official document** explaining the absence of any parent unable to provide proper authorization (i.e. death certificate, order of incarceration, medical documentation, etc.)
- ☐ Court/Government appointed **Sole Custody Document**, authorizing a third party to apply for a child's passport if both parents are unable to provide proper authorization